

**LOWELL PUBLIC SCHOOLS**  
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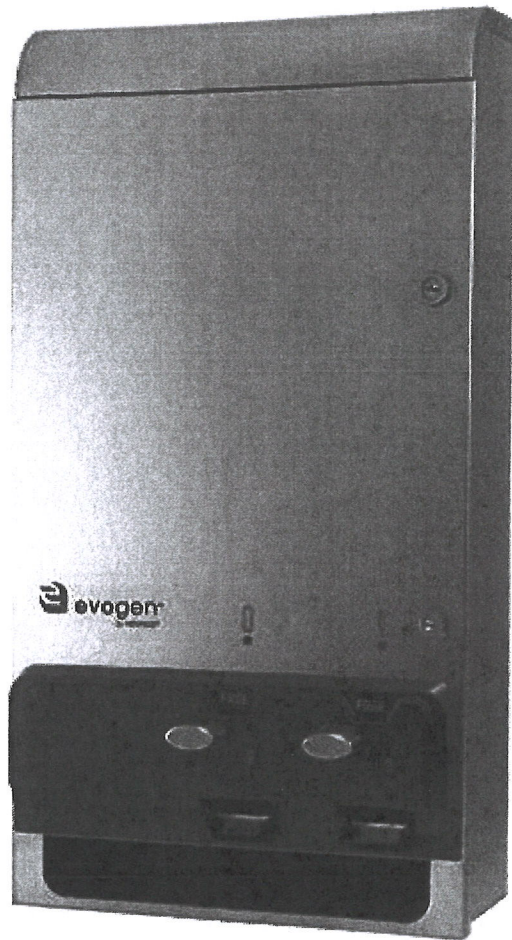
To: Superintendent  
From: Chief Operating Officer  
Re: Acquisition of dispensers for free feminine hygiene products  
Date: June 16, 2023

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**[by Jackie Doherty]: Request the Superintendent provide the committee with a plan to provide free feminine hygiene products in the girls' restrooms at Lowell High School and all middle schools beginning in the Fall of 2023. The plan should provide for products that are of good quality, and varied types and sizes; containers to house the products that can be installed in the restrooms and replenished as needed; as well as disposal containers for used products.**

In regard to purchasing dispensers which would provide free feminine hygiene products at Lowell High School and the middle schools beginning in the Fall of 2023, the Facilities Department reached out to different suppliers and looked at several different models. The Facilities Department also weighed the differences in cost and operational mechanisms.

The Facilities Department recommended to the Finance Office to purchase EVISS-Free (see enclosure). Although this is not the cheapest dispenser, it was a better option than alternative units. It is made of stainless steel which makes cleaning easier. Additionally, the operational mechanisms seemed to be of better quality, thus it likely would have a longer life cycle than the other products. Total cost for the machines needed, including one year of products, was projected to be \$60,180.00. The Finance Office has begun the acquisition process.



Evogen dispensers make stocking and dispensing more convenient than ever before. And dual loading of both tampons and pads is more convenient for customers. The dispensers' modern, streamlined styling is attractive and easy to use. To load, staff just opens the door and slides in products — easy loading promotes consistent stocking. ADA-compliant push-button dispensing makes Evogen dispensers accessible to all women. Evogen dispensers are available in white and stainless steel. At-a-glance sensor alerts staff when dispenser is empty. FREE vend shows you care about patrons by offering complementary universal access to menstrual care products. Covered by one or more of the following patents: US Patent Nos.: 9,501,888\_9,721,419\_9,779,574\_10,062,236\_10,424,146\_11,004,297

#### Features:

All Evogen® FREE vendors include a patented factory-programmed delay of 8-12 seconds to reset the push button. Push button will reset with a click sound. The reset feature will discourage abuse and over dispensing.

Modern, streamlined design ADA compliant push button dispense  
Front loading on the door for easier and faster restocking Empty indicator lights (uses one 9 volt battery-included)  
Coin return when empty or for when incorrect coin is used  
Available with Free vend or 25¢ coin mechanism (cannot be converted after purchase)  
Dispenses both sanitary napkins and tampons Dispenses (14) Size #4 Box Sanitary Napkins & (22) Tampons  
Adjustable tampon channel to accommodate future product opportunities  
Available in white metal or stainless steel  
25 cent vend includes coin box lock and key, cannot be converted to FREE  
Overall Dimension: 14"W x 26"H x 5-5/8"D  
US Patent Number(s) 9,501,888, 9,721,419, 9,779,574, 10,062,236, 10,424,146

Temperature and humidity can affect the time delay setting.

To adjust the time delay, a phillips screw driver is provided.

A very slight adjustment to the time delay screw, clockwise or counter clockwise, will result in a 2 second change.

To increase time delay: turn screw clockwise ever so slightly.

To decrease time delay: turn screw counter clockwise ever so slightly.

Do not tighten screw completely clockwise or the dispenser will not operate.

Turning the time delay screw all the way counter clockwise will eliminate the delay completely.

Do not remove screw.

Menstrual care products are a necessity. So is proper disposal. Specially marked cases include a Free Scensibles® Personal Disposal bag dispenser and refill pack.

Free Scensibles® Dispenser program started with EV1-FREE in March and will roll out with other D1 and Evogen® dispensers throughout 2023.

#### Industries Most Common To Use:

Healthcare, Industrial / Manufacturing, Office / Property Mgmt / BSC, Higher Education, K-12 Education, Bid, Government, Food Processing, Foodservice, Retail, Hospitality